

30 October 2013

To: All Authorized Persons
Registered Structural Engineers
Registered Geotechnical Engineers
Registered General Building Contractors
Registered Specialist Contractors

Dear Sir / Madam,

Curtailed Checking of Drainage Plans and Regulation 29(3) of the Building (Administration) Regulations

The Government has been increasing and accelerating private land supply for housing units and future needs arising from economic restructuring, population changes and development of industries. In response to the increasing workload of plan processing as a result thereof, the Buildings Department (BD) will refine the curtailed checking of drainage plans¹ received on or after 1 November 2013. Meanwhile, a review on the curtailed checking of other categories of plan submissions is being carried out and the industry will be consulted in due course.

Under the said refinement proposal, the items of fundamental issues² to be checked will be curtailed and only a specified percentage of the proposed drainage works in the drainage plan submissions will be randomly checked by the BD accordingly. You are hereby kindly reminded that it is your responsibility under the Buildings Ordinance (BO) to ensure that all proposed drainage works comply with the BO and its subsidiary legislation as well as the requirements promulgated in relevant Practice Notes for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers before commencement of the works. Any contravention should be rectified as and when they are discovered and in any event, before you certify completion of such works. In this connection, the authorized persons should complete the checklist in the Appendix A and submit it together with their drainage plan submission.

To improve the efficiency in processing drainage plan submissions without cross referrals within the BD, the authorized persons and registered structural engineers should ensure that the structural details of a new submission, resubmission or major revision of drainage plans submitted to the BD on or after 1 December 2013 should form a separate submission for processing. In the interim, the BD will accept and process voluntary separate submission of structural details of proposed drainage works.

1 Paragraphs 11 and 13 of the Practice Note for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers (PNAP) ADM-19 refer.

2 Appendix C to PNAP ADM-19 refers.

/ For ...

For proper administration of the BO and pursuant to regulation 29(3) of the Building (Administration) Regulations, the consequent submission of further particulars or other plans related to a submission³ disapproved under section 16(1)(i) or (2)(f) of the BO on or after 1 November 2013 shall be deemed to be a fresh application in respect of the disapproved submission. For the avoidance of doubt, the payment of plan processing fee does not apply to such submission unless it constitutes a major revision.

Yours faithfully,



(YU Tak-cheung)
Assistant Director / New Buildings 1
for Building Authority

³ It refers to any plan submission for approval under the BO.

Checklist for Drainage Plans

The drainage plans correspond to the latest general building plans and site formation plans
*approved / submitted on _____ and _____ respectively.

	Yes	N/A	No
(1) Method of disposal and connection to public sewer			
(a) *Private sewers / public sewers (including nullah, culvert and streamcourse) available for connection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Sewage treatment plant, septic tank and soakaway designed to the standards of Cap. 123 sub. leg. I and those of Environmental Protection Department (EPD)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Trade/industrial effluent discharge designed to meet the standards of EPD?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Layout of underground drain			
(a) Direction of flow in order?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) No surface water discharging into foul water drains?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) No foul water discharging into surface water drains?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Underground drains on newly reclaimed land acceptable (PNAP APP-103)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Underground drains kept out of slope (PNAP APP-76)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Access for maintenance / repair			
(a) Common underground drains located in common parts of the building?(PNAP APP-93)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Common above-ground soil / waste / rainwater stacks located in common parts of the building? (PNAP APP-93)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Sunken slab design acceptable? (PNAP APP-93)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) No water-borne pipe embedded in structural elements? (PNAP APP-105)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>